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Harrisburg Lodge, No. 68, L. O. D.

THIS IS TO CERTIFY,

That Bro. _____

was admitted to membership in this Lodge, by

_____ on the _____ day

of _____ 18 _____

N. G.

Attest,

Sec'y.

Harrisburg,

18 _____

CONSTITUTION,

RULES OF ORDER AND BY-LAWS

—OF—

HARRISBURG LODGE,

No. 68,

I. O. O. F. OF PENNSYLVANIA.



LOCATED AT HARRISBURG.

HARRISBURG, PA.:

HARRISBURG PUBLISHING COMPANY,

1883.

CONSTITUTION.

ARTICLE I.

Of the Name, Style and Title.

This Lodge shall be known by the name, style and title of Harrisburg, Lodge, No. 8, I. O. O. F., of Pennsylvania.

It shall possess the full power and privileges of a subordinate Lodge so long as it shall act in conformity with the warrant granted to it by the Grand Lodge I. O. O. F. of Pennsylvania. It shall be composed of brothers who have been regularly initiated into the mysteries of the Order, or legally admitted to membership therein. And among its objects shall be the formation of a Fund for the benefit of members, their widows and orphans, in times of sickness and distress.

ARTICLE II.

Of Applicants for Membership.

SEC. 1. No person shall be admitted to membership or be initiated into the mysteries of the Order in this Lodge, unless he be a white male of the full age of twenty-one years, of good moral character, and believes

in a Supreme Being, the Creator and Preserver of the Universe:

SEC. 2. A brother of the Order wishing to become a member of this Lodge shall be proposed in writing, and shall present his withdrawal card or dismissal certificate from the Lodge of which he was last a member, accompanied by one-half the admission fee. The card, or certificate shall be referred to a Committee of Three. Each member of the Committee shall make careful investigations as to the character, health and fitness of the applicant for membership, and report at the next stated meeting, whereupon a ballot shall be had, and if no more than two black balls appear he shall be declared elected, and if more than two black balls have been cast, he shall be rejected, and the deposit fee shall be returned, together with the card or certificate, to the brother proposing him. If elected, he may forthwith be admitted, and shall pay the balance of the admission fee, sign the Constitution, or authorize it to be signed. Until the Constitution is signed no brother shall be considered a member.

SEC. 3. A candidate for initiation shall be proposed in writing by a member of this Lodge, who shall state the name, age, profession and residence of the applicant, shall pay to the Secretary one-half the ini

tion fee. The proposition shall be referred to a Committee of Three. Each member of the Committee shall make careful investigation as to the health, character and fitness of the candidate, and ascertain from himself if he has been proposed to, and rejected by any other Lodge of this Order within six months, and they may report at the next stated meeting, whereupon a ballot shall be taken, and if not more than one black ball has been cast, the candidate shall be declared elected to membership, and shall be notified thereof, as the By-Laws direct ; and he shall receive the Initiatory Degree at the next stated meeting, or at a stated meeting subsequent thereto. Should he not appear for initiation within six stated meetings, unless satisfactory cause for absence is assigned, the deposit fee shall be forfeited and all proceeding annulled. When he receives the Initiatory Degree he shall pay the balance of the fee, unless the By-Laws shall provide that a certain proportion shall be paid upon receiving each degree.

SEC. 4. This Lodge may receive as non-beneficial members such members of defunct Lodges as were in good standing in their respective Lodges at the time of their surrendering their Charters, who, by reason of their advanced age, are not acceptable candidates for beneficial membership, in the manner

and form prescribed in Section 2, at such fee as may be fixed by the By-Laws.

Non-affiliated Odd Fellows, who have been regularly initiated into the Order, and who have retained membership therein for at least five consecutive years, and who, at the time of making application for re-instatement or membership, shall be over fifty years of age, may be admitted to membership in this Lodge as non-beneficial members upon such terms as the By-Laws may prescribe.

SEC. 5. Such non-beneficial members, when so admitted, shall have no claim upon the Lodge for weekly benefits in case of sickness or disability, nor for funeral benefits in the event of death, unless the latter is specially provided for in the By-Laws, but in all other respects shall enjoy the same privileges as other members. The weekly dues for such non-beneficial members shall be fixed by the By-Laws, but shall not be less than two cents per week.

SEC. 6. Should an applicant be rejected, his proposer shall be notified thereof, and the deposit fee be returned to him. Nor shall he be eligible for membership within six months.

SEC. 7. When a candidate for membership has been rejected, the Secretary shall forthwith notify the Grand Secretary thereof.

ARTICLE III.

Admission Fees.

The fee for Initiation shall not be less than five dollars—that is to say, for the Initiatory and the three degrees.

The fee for deposit of Card shall not be less than two dollars.

The fee for deposit of Dismissal Certificate shall not be less than three dollars.

The fee for non-beneficial members shall not be less than two dollars.

ARTICLE IV.

Withdrawal and Visiting Cards.

SEC. 1. Any member in good standing wishing to withdraw from this Lodge, shall apply personally or otherwise in open Lodge for a withdrawal card, which shall be granted to him, by ballot, upon the payment of all fines and dues charged against him on the Secretary's books, and the price of the card.

SEC. 2. Any member in good standing may apply personally or otherwise, in open Lodge, for a visiting card, which shall be granted to him for such a time as the Lodge shall determine, not exceeding one year, on payment of all fines and dues charged against him on the Secretary's books, the price of the card, and the weekly dues for the time

the card is granted, unless there be valid objections made, which the Lodge shall determine.

SEC. 3. A member of this Lodge having a visiting card, shall be amenable to the Lodge for any misconduct, and shall be beneficial, if otherwise entitled, for three months after the card has expired; but shall be liable to pay any increase in dues or assessments made by virtue of a change in the By-Laws of this Lodge after the issuing of the card. In case of decease within said period, funeral benefits shall be paid.

SEC. 4. If the By-Laws of this Lodge shall provide that "no benefits shall be paid to a member for the first week's sickness," and it shall issue a visiting card to a member, the Secretary shall indorse on the back of the card the following, viz: "By the By-Laws of the Lodge issuing this card, benefits for the first week's sickness are not paid;" or in case the benefits are reduced after a specified time, that fact shall also be stated, and if the endorsement shall be omitted, this Lodge shall be liable for such benefits as may be paid by any other Lodge, according to the face of the card.

ARTICLE V.

Reinstatement.

SEC. 1. A member suspended for non-payment of dues, desiring to be reinstated, shall make application through a member of his Lodge to be reinstated, which application shall be referred to a Committee of Three, whose duty it shall be to investigate his character and fitness for membership, and shall report in writing to the Lodge, whereupon a ballot shall be taken, and if a majority of the votes be favorable, the applicant shall be declared elected and be reinstated upon the payment of the proper fee.

SEC. 2. The fee to reinstate a member within one year after being suspended for non-payment of dues shall be the amount of one year's dues. The fee to reinstate a member after being suspended one year for non-payment of dues shall be the fee charged for an initiate of the same age, or such less sum as the By-Laws may prescribe.

SEC. 3. A member suspended for non-payment of dues who may at any time desire a dismissal certificate to enable him to join a Lodge in this jurisdiction, may receive the same upon a majority vote of the Lodge in favor of granting the certificate and the payment of one dollar.

SEC. 4. A member suspended for non-payment of dues, after five years' suspension, desiring to join a Lodge in this jurisdiction, shall be entitled to receive, and the Lodge shall grant upon application therefor, a dismissal certificate upon the receipt of one dollar for the same.

SEC. 5. A member suspended for non-payment of dues, desiring to become a member of a Lodge in another jurisdiction than this, shall be granted a dismissal certificate upon application therefor, and the payment of one dollar for the same.

SEC. 6. In all cases where this Lodge has refused to reinstate a member suspended for non-payment of dues, he shall be entitled to receive, and the Lodge shall grant a dismissal certificate upon application for the same and the receipt of one dollar therefor.

SEC. 7. Whenever an application shall be in open Lodge for a dismissal certificate under Sections 4, 5 or 6, it shall be the duty of the Noble Grand and the Secretary to issue a certificate upon the payment of the proper fee, without a vote of the Lodge, unless charges are made against the applicant.

SEC. 8. Dismissal certificates may be received upon deposit in this Lodge, but no member shall be permitted to visit upon a dismissal certificate.

SEC. 9. A member suspended from membership for non-payment of dues, who makes application for reinstatement and for a withdrawal card, for the purpose of uniting with another Lodge in this jurisdiction, may be reinstated and granted a final card at any time within five years from the date of suspension, upon the payment of one year's dues and the usual price of a card.

ARTICLE VI.

Of Dues.

SEC. 1. Each member of this Lodge shall pay into the funds thereof such sums as shall be prescribed by the By-Laws as his dues, which in no case shall be less than ten cents per week, and such further sums as the By-Laws shall prescribe, for funeral dues and for a Widows' and Orphans' Fund, or Home for Aged and Indigent Odd Fellows, or other legitimate purposes.

SEC. 2. Any member who shall neglect or refuse to pay the dues fixed by the By-Laws for the space of twelve months, shall be notified by the Secretary after which he shall be reported to the Lodge, and the Noble Grand shall, unless otherwise directed by the Lodge, thereupon declare such member suspended for non-payment of dues, a record of which shall be made by the Secretary.

ARTICLE VII.

Benefits.

SEC. 1. Every member of this Lodge entitled to benefits under this Constitution, and By-Laws approved in accordance therewith, who, through sickness, or disability arising from an injury, is unable to follow his usual business, or some other occupation whereby he may earn a livelihood, or a sum equal to the weekly benefits, shall be entitled to such sum as weekly benefits (not less than one dollar per week) as the By-Laws shall specify. *Provided*, That no Lodge shall pay a greater sum per week as benefits in proportion to the amount charged for weekly dues than as follows: For ten cents per week dues, \$3.50 per week benefits; for eleven cents dues, \$3.75 benefits; twelve cents dues, \$4 00 benefits; thirteen cents dues, \$4.50 benefits; and for each additional one cent per week dues over thirteen cents per week, fifty cents per week additional benefits may be paid. *Provided further*, That a Lodge having a productive invested fund amounting to an average of \$50.00 per member, shall not be confined to the rates of dues and benefits fixed in the foregoing proviso while such investment remains at such rate.

No member initiated into this Lodge after

the first day of July, 1882, shall be entitled to benefits until he has received the Third degree, nor until such length of time after receiving said degree as the By-Laws shall prescribe.

SEC. 2. The Lodge may enact a law of general application to pay no benefits for the first week's sickness. It may enact a law of general application that benefits shall be reduced in amount after they have been paid for a certain length of time, said law to become operative to all members alike at the time named therein subsequent to its adoption.

SEC. 3. Should a brother's disability be total and apparently permanent, but his general health not disqualify him from following some occupation, he is not entitled to benefits under this Constitution.

SEC. 4. No member is entitled to benefits whose sickness or disability has been caused by intemperance or immoral conduct, or whose disability results from any infirmity to which he was subject previous to, and concealed at the time of his admission to membership in this Lodge.

SEC. 5. No member who is over thirteen weeks in arrears for dues is entitled to benefits. Unfuneral dues, after being charged as such over thirteen weeks, are to be added to the

weekly dues, and to be so charged. Fines, funeral dues or assessments are to be deducted from the first money paid into the Lodge by the member after the same has been charged.

SEC. 6. Any brother who is in arrears to the Lodge for over thirteen weeks when taken sick or becoming disabled, cannot, by the payment of such arrearage, become entitled to benefits during the continuance of that sickness or disability. Any brother who is in good health, but in arrears for over thirteen weeks, shall not be entitled to benefits for such a period as the By-Laws may prescribe as a penalty, after the payment of the same in full.

SEC. 7. In case of the death of a member in good standing, and entitled to weekly benefits, a funeral benefit of not less than thirty dollars, as the By-Laws shall specify, shall be paid without delay to the widow, orphans or dependent relative of the deceased, to aid in defraying the expenses of his burial. Should the member leave no such relative, it shall be the duty of the Noble Grand to receive the funeral benefit, and to attend to the decent interment of the deceased. *Provided,* That if, in any case, it shall be deemed advisable for the Noble Grand to receive the money and defray the funeral expenses, it

shall be lawful for him to do so, and pay the balance, if any, to the widow, orphan or dependent relative of the deceased member.

SEC. 8. In case of the death of a wife of a member in good standing and entitled to weekly benefits, the Lodge may, by its By-Laws, provide for the payment of such funeral benefits as may be deemed advisable.

SEC. 9. Members residing beyond the visiting limits of the Relief Committee, claiming benefits, shall present to the Lodge satisfactory evidence that they are entitled thereto.

SEC. 10. Should any person feel aggrieved at the action of this Lodge for failing to pay benefits that are claimed to be due, such person shall give the Lodge notice thereof within thirty days after any such action, whereon the Noble Grand shall, without delay, appoint a suitable member of the Order as a Commissioner to take the testimony that either party may offer in relation to the case. The Commissioner shall within twenty days proceed to take the testimony, first giving each party ten days notice of the time and place of meeting for that purpose. The Noble Grand shall represent the Lodge before the Commissioner, and may also be represented by counsel. The aggrieved party may appear in person, and may also be repre-

sented by counsel, but counsel representing either party must be a member of the Order in good standing. The Commissioner shall take down fully the testimony of all witnesses offered, and should objections be made to the examination of any witness, or to any question, or to any testimony offered, he shall note the same, and shall give ample time and opportunity to both parties to present their witnesses, and for them to testify. The testimony shall be written with ink, and be signed by the witness testifying. After taking all the testimony the parties may offer, the commissioner shall immediately certify the same, and report it to the Lodge whereupon the aggrieved party shall be notified that the subject will be considered at the next meeting of the Lodge, at which time the Lodge shall consider it, when all the evidence in the case shall be read, and the claim be finally determined.

SEC. 11. After final action shall be had by the Lodge in any case arising under Section 10, and the same be determined against the aggrieved party, or only a portion of the claim be granted by the Lodge, the Secretary shall immediately officially notify the aggrieved party of the action of the Lodge in the case, and shall inform said party that if still dissatisfied with the action of the Lodge

they can appeal to the Grand Lodge at any time within sixty days from the date of the notice, by filing an appeal with the Secretary of the Lodge; otherwise the action of the Lodge, at the expiration of said time, will be final and conclusive.

SEC. 12. Should the aggrieved party appeal from the final action of the Lodge to the Grand Lodge, the appeal must be filed with the Secretary of the Lodge within the sixty days required in Section 11, whereupon the Lodge shall, without delay, transmit the same officially to the Grand Master, together with the testimony taken by the Commissioner, extracts from the Minutes of the Lodge of all proceedings, copies of all accounts, and all other papers and documents relating to the case which were offered in evidence in the case when before the Lodge, and which alone shall be examined by the Committee on Appeals when hearing the case.

SEC. 13. Should the Lodge neglect or refuse to appoint a Commissioner within two meeting nights after receiving a notice under Section 10, or to require the taking of the testimony as directed therein within thirty days, or shall neglect or refuse to send to the Grand Master the appeal and all the papers in the case within thirty days after the filing

of the appeal, in either case it shall, upon such complaint being made and sustained, be sufficient cause for the Grand Master to reverse the action of the Lodge, and to direct it to pay the benefits claimed. *Provided*, That an appeal from any such action of the Grand Master may be taken to the Grand Lodge at its next Session thereafter.

ARTICLE VIII.

Of Improper Conduct of Members.

SEC. 1. If any member of this Lodge shall violate the obligation he has taken at receiving the Initiatory or other degrees, or office, or shall knowingly violate the established principles, rules and customs of the Order, or shall disregard the requirements of this Constitution or the By-Laws of this Lodge, or shall commence any proceedings either at law or in equity, in any court, without having first exhausted all the remedies provided by the laws of the Order, or be guilty of any other conduct unbecoming an Odd Fellow, he shall be amenable to the Lodge therefor, and shall be tried and punished by reprimand, fine, suspension or expulsion, as hereinafter provided.

SEC. 2. No member shall be put upon trial for any offence unless the charge or charges shall be reduced to writing, which shall dis-

actly specify the cause or causes of the complaint, and the time and place of their occurrence, a copy of which shall be furnished by the Secretary to the member complained of. At the next stated meeting of the Lodge, occurring at least one week after the charge shall have been preferred, a Committee of five shall be appointed, as the By-Laws shall provide.

SEC. 3. It shall be the duty of the Committee to examine the parties, their proofs and witnesses, giving the member charged notice and full opportunity to be present at the examination. The accused and accuser shall each have a right to be represented before the Committee by a member of the Order in good standing. The Committee shall keep a correct journal of the proceedings, and shall also reduce the testimony taken to writing, to be signed by the witness. After having heard the evidence, the Committee shall reduce its opinion as to the guilt or innocence of the person charged, on each charge and specification, to writing, (to be mainly written in ink,) and report the same, together with the journal and the original testimony, to the Lodge at its earliest stated meeting.

SEC. 4. After the presentation of the report of the Committee to the Lodge, the

brother charged shall be notified thereof, and at the next stated meeting of the Lodge thereafter the report shall be considered. After consideration, a ballot shall be taken, and if a majority of the votes approve the finding of the Committee, it shall be recorded as the judgment of the Lodge. If found guilty, the Lodge shall then prescribe the punishment to be imposed. The vote thereon shall be by ballot in all cases; but for an expulsion, the assent of two-thirds of the members voting shall be required.

SEC. 5. When a motion prescribing the punishment is before the Lodge, the same shall be considered as any other motion, and be subject to the same rules. *Provided* That a motion to reconsider can only be made on the same evening. And *Provided further* That motions and amendments relative to the degree of punishment shall be treated as a blank, and the blank shall be filled by voting upon the most severe punishment first. If that be lost, a less severe punishment shall be voted upon, until the judgment of the Lodge is declared.

SEC. 6. Should any member consider himself aggrieved by the decision of the Lodge on the charges preferred against him, he may appeal at any time within three months. The appeal, with the grounds thereof, shall be

urnished to the Lodge, whereupon the appeal, together with the journal of the Committee, the testimony taken before the Committee, a copy of all the Minutes of the Lodge relating to the subject-matter, shall be certified forthwith, by the Noble Grand and Secretary, to the Most Worthy Grand Master. The appellant shall also furnish a copy of the appeal, with the proof of service thereof upon the Lodge to the Grand Master. Should the Lodge neglect or refuse to forward the matter herein required within one month from the filing of the appeal, upon the complaint being made and sustained, shall be sufficient cause for the Grand Master to reverse the action of the Lodge, and to restore the appellant to his former standing in the Lodge. *Provided*, That an appeal from any such action of the Grand Master may be taken by a Lodge to the Grand Lodge.

SEC. 7. In case the Lodge shall sentence a member to expulsion, he shall not be restored to membership in the Lodge except after application to the Lodge, and by permission of the Grand Lodge or the Board of Grand Officers, during a recess.

SEC. 8. In all cases of suspension on charges, expulsion or restoration to membership, the Secretary shall without delay notify the Grand Secretary thereof.

ARTICLE IX.

Of Application for Degrees.

SEC. 1. A member who has received the Initiatory Degree may, after the period of one week, receive the first degree, or the Degree of Friendship.. Not less than one week after receiving the first degree, he may receive the second degree, or the Degree of Brotherly Love. And not less than one week after receiving the second degree, he may receive the third degree; or the Degree of Truth.

SEC. 2. Not more than one degree can be conferred upon a candidate upon the same evening, except by special dispensation. The price of the dispensation shall be 5 cents for each degree.

SEC. 3. The Initiatory Degree cannot be conferred upon a candidate except in the Lodge to which he has been elected a member. The other degrees may be conferred in sister Lodges, or in Degree Lodges, at the request of the Lodge to which the brother belongs.

SEC. 4. When a Lodge confers all the degrees upon its own members, it may, by dispensation duly granted by the Grand Lodge or Board of Grand Officers, select another

ight in the month other than the stated meeting night for the purpose of conferring the three degrees.

SEC. 5. In case the three degrees are conferred by a Degree Lodge, there shall be paid not less than twelve cents for each degree to the Degree Lodge.

SEC. 6. The fees to be paid for the degrees, and for conferring them, are included in the fee for Initiation, as regulated by the By-Laws of the Lodge.

SEC. 7. Upon an application made personally or otherwise, by a Past Officer who has served in office a majority of the nights, and at the end of the term, or by any one who has been elected to, and served the balance of an unexpired term, a certificate to receive the appropriate Past Official Degree must be given without the vote of the Lodge.

ARTICLE X.

Of Stated Meetings.

The stated meetings of this Lodge shall be on the day fixed at the time of its institution, and at the place designated in the warrant or dispensation granted by the Grand Lodge; and neither can be changed without the consent of the Grand Lodge or the Board of Grand Officers, and at such hours as the By-

Laws shall prescribe. The number of third degree members requisite to constitute a quorum for the transaction of business shall be such as the By-Laws shall prescribe, but can in no case be less than five.

ARTICLE XI.

Of Officers.

The elective officers of this Lodge shall consist of a Noble Grand, Vice Grand and Assistant Secretary, who shall be elected semi-annually at the last stated meetings in the month of March and September, separately by ballot, and by a majority of the votes polled; and a Secretary and Treasurer, elected annually and by a majority of the votes polled; and no vote shall be valid, or recorded as part of the poll unless it be for a candidate on regular nomination. The subordinate officers shall be a Conductor, Warden, Inside Guardian, Outside Guardian, Right and Left Scene Supporters, and Right and Left Supporters to the Noble Grand, who shall be appointed by the Noble Grand on the night of his installation; Right and Left Supporters to the Vice Grand, who shall be appointed by the Vice Grand on the night of his installation.

ARTICLE XII.

Of the Noble Grand.

SEC. 1. It shall be the duty of the Noble Grand to preside at all meetings of the Lodge, reserve order, enforce the Constitution and by-Laws of this Lodge, and of the Grand Lodge of Pennsylvania. He shall decide all questions of order, subject to an appeal to the Lodge, act as judge of all elections, and declare the result to the Lodge. He shall not be entitled to vote except on the election of officers, on balloting for candidates, and when the brothers are equally divided on other questions, when he shall have a casting vote. He shall sign all orders on the treasurer for such money as by a vote of the Lodge shall be ordered to be paid, receive orders legally drawn for the benefit of the sick, draw the money, and cause the same to be paid to the person in whose favor it may be drawn within three days from the date of such order. He shall appoint his subordinate officers, call special meetings when requested by five members in writing, open and close the Lodge in due form, enforce all penalties, and perform all duties which are enjoined by the charges and regulations of the Order, or that may be directed by the by-Laws or a resolution of the Lodge.

SEC. 2. He shall, on the last night of the term, appoint a Committee of Three to audit the accounts of the Secretary and Treasurer, whose duty it shall be to make a financial and statistical report at the next stated meeting, under such penalty as the By-Laws of the Lodge may determine.

ARTICLE XIII.

Of the Vice Grand.

It shall be the duty of the Vice Grand to assist the Noble Grand, and in his absence to preside at the meetings of the Lodge, appoint his supporters, and perform such other duties as are enjoined by the charges and regulations of the Order, or may be directed by the By-Laws or a resolution of the Lodge.

ARTICLE XIV.

Of the Secretary.

SEC. 1. It shall be the duty of the Secretary to keep accurate Minutes of the proceedings of the Lodge in a book prepared for that purpose, receive all moneys due to the Lodge, and pay the same to the Treasurer, taking his receipt therefor, and attest all orders or drafts on the Treasurer for moneys ordered to be paid. He shall fill up all certificates, and shall forward to the Grand Secretary, within one week after installation, the certificate to

entitle the Junior Past Grand to membership in the Grand Lodge, and annually the certificate of the election of the representative of the Lodge. He shall have prepared for the installing officers at their visit for the purpose of installation, a report showing the amount of money received, and the amount paid during the term for benefits, funerals and charity, the number of weeks sickness for which benefits have been paid during the term, the number of initiations, admissions and reinstatements, the names of members suspended or expelled, and the number of members on the roll, and perform such other duties as may be required of him by the By-laws or by resolution of this Lodge. And at the expiration of his term of office he shall deliver to his successor all books, papers, vouchers and keys belonging to his office. He shall receive for his services such sum as the By-Laws shall specify.

SEC. 2. At the opening of the Lodge he shall call the officers' roll, and mark thereon those who are present.

SEC. 3. It shall be his duty, whenever an application shall be made by card for relief by any Odd Fellow not belonging to this lodge, to indorse on the said card the amount of relief granted, (if any,) after

which he shall address a communication to the Lodge of which said applicant was a member, setting forth the name of said applicant, and the amount of relief granted.

ARTICLE XV.

Assistant Secretary.

It shall be the duty of the Assistant Secretary to aid the Secretary in the performance of his duties, supply his place when absent, give official notice to all applicants for membership of their election, notify the members of all special meetings, and perform such other duties as may be enjoined by the By-Laws or a resolution of this Lodge, which service shall entitle him to the Past Secretary's degree. He shall receive for his services such sum as the By-Laws shall specify.

ARTICLE XVI.

Treasurer.

It shall be the duty of the Treasurer to receive from the Secretary all moneys collected by him, pay all orders drawn on him by the Noble Grand and attested by the Secretary. He shall keep regular and correct accounts of all money received and paid by him, have his accounts ready for settlement on the night of the election, and shall at the expiration of

his term of office, deliver to his successor all moneys, papers and vouchers in his hands. Before entering upon the duties of his office, he shall give such security as the Lodge may deem satisfactory.

ARTICLE XVII.

Subordinate Officers.

It shall be the duty of the Subordinate Officers to perform such duties as are prescribed by the charges and regulations of the Order, and such as may be required of them by the presiding officer.

ARTICLE XVIII.

Vacancies in Office.

A vacancy in any office, or in the Board of Trustees, shall be filled at the next stated meeting after notice of the same has been received by the Lodge, unless deferred by vote of the Lodge. Any member filling a vacancy until the end of the term shall be entitled to the honors of the position.

ARTICLE XIX.

Eligibility to Office.

No brother shall be eligible to the office of Vice Grand, Secretary, Assistant Secretary or Treasurer, until he shall have served in some subordinate office one elective term,

and have received the first, second, third and Rebekah Degrees; for Noble Grand until he has served for Vice Grand for one elective term, and been a member of the Order one year.

ARTICLE XX.

Of the By-Laws.

By-Laws in conformity to this Constitution may be made, and from time to time altered and amended. *Provided*, They do not contravene the laws or constitution of the Grand Lodge of Pennsylvania, or the principles of the Order, and are approved by the Committee on By-Laws, or the Grand Lodge.

ARTICLE XXI.

Of Amendments to the Constitution.

SEC. 1. No alteration or amendment shall be made to this Constitution except the same is proposed in writing at a stated meeting of the Grand Lodge, when it shall be laid over for consideration at the next annual meeting at which amendments may be considered, and due notice sent to all the subordinate Lodges of the proposed amendment and the time for the consideration of the same. When any amendment is being considered by the Grand Lodge, the same may be amended,

provided such amendment shall not materially change the substance of the original proposed amendment, after which, if adopted by vote of two-thirds of all the Lodges represented at the time appointed, it shall be a part of the Constitution, and not otherwise, provided that amendments requisite to conform to the laws of the Sovereign Grand Lodge can be immediately acted upon.

SEC. 2. Any doubt as to the true meaning of any Article or Section of this Constitution shall be submitted to the Grand Master during recess, or to the Grand Lodge for its decision, whose decision thereon shall be final and conclusive.

ARTICLE XXII.

This Lodge has jurisdiction over its financial affairs so long as it acts in obedience to the provisions of its warrant or dispensation, and of this Constitution and the laws of the Order. But it cannot loan its funds to members; nor can a member be received as security for any other person to whom its funds may be loaned. Lodge moneys are trust funds," and should be invested on mortgage or public bonds. Any division of the funds of the Lodge is illegal, and must be treated as a breach of trust by the Grand Lodge.

ARTICLE XXIII.

Should this Lodge become defunct or surrender its Charter, or its Charter be declared forfeited, it shall be the duty of the Noble Grand, Secretary, Treasurer and Trustees to immediately deliver to the Grand Master, the Grand Secretary or to any person authorized by him to receive the same, the Charter and all books, papers, funds and property of every description belonging to the Lodge in their or each of their possession or control.

RULES OF ORDER.

NOBLE GRAND.

RULE 1. The Noble Grand shall preserve order, and pronounce the decision of the Lodge on all subjects: he shall decide questions of order without debate, subject to an appeal to the Lodge by any three members, on which appeal no member shall speak more than once. The question shall be taken by the Vice Grand as follows: "Shall the decision of the chair stand as the judgment of the Lodge?"

RULE 2. Before putting the question the Noble Grand shall ask: "Is the Lodge ready for the question?" If no member rise to speak, he shall rise and put it in the words of the motion: after he has risen, no member shall be permitted to speak upon it. Whilst the Noble Grand is addressing the Lodge, or putting a question, silence shall be observed in the lodge-room.

RULE 3. The Noble Grand or any member doubting the decision of the question, may call for a division of the Lodge, upon which division those voting in the affirmative shall rise and stand until counted, after which those voting in the negative shall rise and stand until counted. The Warden shall count the votes, and report the number to the Noble Grand as each is ascertained.

MOTIONS.

RULE 4. No motion shall be subject to debate until it shall have been seconded and stated from the chair; it shall be reduced to writing at the request of any two members.

RULE 5. Any member offering a motion, or desiring to speak on any question, shall rise and address the Noble Grand, and be recognized by him; he shall confine himself to the subject under debate, and avoid all personal, indecorous or sarcastic language.

RULE 6. When a question is before the Lodge, no motion shall be in order, except, first, for the previous question; second, to lie on the table. These two shall be decided without debate. Third, to postpone indefinitely; fourth, to postpone for a certain time; fifth, to divide; sixth, to commit; seventh, to amend. All of which motions shall have precedence in the above order; but a motion to lay an amendment on the table shall not carry with it the proposition it proposed to amend.

RULE 7. A motion for the "previous question," seconded by five members, shall preclude further amendment or debate, and the Noble Grand shall immediately arise and put the question thus: "Shall the main question be now put?" If a majority vote in the affirmative, then the vote on pending amendments, and the original motion, shall immediately be taken without amendment or debate.

RULE 8. No motion for a reconsideration shall be entertained unless made by a member who voted on

prevailing side in the first instance. The motion reconsider shall be made at the same or the next succeeding meeting, and cannot be entertained if longer delayed.

RULE 9. A motion to close is always in order after regular business has been gone through, (except on a vote under the previous question is pending); decided in the affirmative, the Lodge must be closed in form.

RULE 10. The name of the member making a motion offering a resolution shall be entered on the Minutes.

SPEAKING.

RULE 11. No member shall speak more than once on the same subject or motion, until all who desire it shall have had an opportunity of being heard, nor more than twice without permission from the chair. While speaking, each member shall designate the person spoken of by his proper rank or title.

RULE 12. No member shall be interrupted while speaking, except it be to call him to order, when he shall take his seat until the question of order is determined, when, if permitted, he may proceed with his remarks.

RULE 13. If two or more members rise to speak at the same time, the Noble Grand shall decide who is entitled to the floor.

QUESTIONS.

RULE 14. When a blank is to be filled, the question shall be first taken on the highest sum or number, then the longest and latest time proposed.

RULE 15. Any member may call for a division of the question when the sense will admit of it. But a motion to strike out and insert shall be indivisible.

RULE 16. When a question is postponed indefinitely it shall not be acted on again during that or the next succeeding stated meeting.

RULE 17. The affirmative of any question shall be first put, and then the negative. In matters of form such as reading reports or other communications withdrawing motions, etc., the reading may be ordered or the request granted by the Noble Grand stating "if no objections are raised;" the reading shall proceed or the request shall be granted, without the formality of a vote.

VOTING.

RULE 18. Every member present entitled to vote on questions before the Lodge, shall do so unless excused by the Lodge.

RULE 19. On the call of one-third of the members present, the names of brothers voting in the affirmative and in the negative shall be recorded in the Minutes.

RULE 20. No member shall be permitted to speak or vote unless clothed in the regalia of his rank and station in the Lodge.

COMMITTEES.

RULE 21. The member first named on a Committee shall act as Chairman until another is chosen by the Committee.

RULE 22. Any member may excuse himself from serving on a Committee if, at the time of his appointment, he is a member of two other committees.

RULE 23. No Committee can be discharged until all the debts contracted by it are paid.

IMPROPER CONDUCT.

RULE 24. Any member who shall misbehave in the meetings of the Lodge, by disturbing the order or harmony thereof, either by personally abusive or profane language, or disorderly conduct, or who shall refuse obedience to the Noble Grand, shall first be admonished of his offence from the chair; if he again offend, he shall be excluded from the room for the evening, and afterwards be dealt with as the By-Laws shall prescribe.

RULE 25. A member under charges, whether previously suspended or not, has the right to peruse all the papers and evidence in the case, and to appear in the Lodge and hear the report of the Committee and make his defence. Before the evidence is reviewed by the members, or a vote is taken, he must retire.

MANUAL.

RULE 26. The manual of practice of the House of Representatives of Pennsylvania shall govern this Lodge so far as the same is applicable, except where it is otherwise specially provided by the laws and rules of the Order.

BY-LAWS.

ARTICLE I.

MEETINGS.

SEC. 1. The stated meetings shall be held on Monday evening of each week. The hour of meeting shall be 7:30 oclock.

SEC. 2. At special meetings no business shall be transacted except such as may be specified in the call.

SEC. 3. Seven Third Degree members shall constitute a quorum.

SEC. 4. In the absence of the Noble Grand and Vice Grand the senior Past Grand present shall preside. Should there be no Past Grand present, any Third Degree member may take the chair, call the Lodge to order, and direct the Secretary to enter on the Minutes the fact that no qualified member is present to preside.

SEC. 5. On the night of the semi-annual election and installation there shall be no initiation. The First Degree shall be conferred on the second meeting night of each month, the Second Degree on the third night and the Third Degree on the fourth night.

ARTICLE II.

FEES.

SEC. 1. The fee for initiation shall be \$12.00, provided the applicant be not over the age of thirty-five years. If over that age he shall pay an additional sum of \$1.00 for each year between thirty-five and forty years; \$2.00 additional for each year between forty and fifty years, and \$10.00 additional for each year over fifty years.

SEC. 2. A member shall pay one-third of the balance due upon receiving the First Degree; one-third upon receiving the Second Degree and one-third upon receiving the Third Degree.

SEC. 3. The fee for admission on card and on dismissal certificate shall be \$12.00, and shall also in each case be the same additional according to age as a candidate for initiation is required to pay.

SEC. 4. The fee for non-beneficial membership shall be \$3.00.

SEC. 5. The fee to reinstate a member suspended for non-payment of dues after one year shall be the same as charged an initial of the same age.

SEC. 6. The fee for the degrees for those initiated into the Lodge prior to the 1st of

ly, 1882, shall be for the First Degree, \$1.00; for the Second Degree, \$3.00; for the Third Degree, \$4.00.

ARTICLE III.

DUES.

SEC. 1. The dues shall be 16 cents per week, but the dues of non-beneficial members shall be five cents per week.

ARTICLE IV.

BENEFITS.

SEC. 1. The weekly benefits shall be for the Third Degree, or degree of Truth, \$5.00; for any other degree, \$3.00.

SEC. 2. No member shall be entitled to benefits; (excepting those initiated prior to the 1st of July, 1882,) until six months after receiving the Third Degree.

SEC. 3. Any brother who is in arrears for more than three months' dues, shall not be entitled to benefits until four weeks after such arrearages are paid.

SEC. 4. Any member in arrears as aforesaid, shall not be entitled to vote at any election for officers or be eligible to office, and it shall be the duty of the Secretary to notify the Noble Grand, at all elections, of those who are disqualified to vote.

SEC. 5. Brothers reinstated to membership or admitted on card or on dismissal certificate, shall not be entitled to benefits until three months after restoration or admission to membership.

SEC. 6. Benefits shall not be allowed members residing within visiting limits of the Lodge for more than three days prior to the reception of a notice of sickness or disability. *Provided*, That no benefits shall be paid in any case for the first week's sickness or disability.

SEC. 7. Visiting limits shall be the city limits.

SEC. 8. Notice of sickness or disability and application for benefits must be given to the Lodge, the Secretary, or a member of the Relief Committee.

SEC. 9. The funeral benefits provided for in Article VII, Section 7 of the Constitution shall be \$150.00.

SEC. 10. The funeral benefits upon the death of the wife of a member entitled to benefits shall be \$75.00. *Provided*, That no member shall be entitled to such benefit more than once.

SEC. 11. Upon the death of a member in good standing who was admitted to non-beneficial membership, \$25.00 shall be paid as a funeral benefit.

SEC. 12. Any member residing out of this city, who may become sick or disabled, shall notify the N. G., or this Lodge, during the first week of his sickness or disability, unless prevented by the severity of the same. When said member applies for benefits, he shall forward a certificate from his attending physician, or from the presiding officer of the nearest Lodge, with the seal attached, stating particularly the duration of the disease or disability; *Provided*, That if the duration of his sickness or disability be more than four weeks, he shall forward to the Lodge, or N. G., such certificate at least once every four weeks. Should there be no Lodge or physician within five miles of the residence of such member, he must present such evidence of his sickness or disability as may be satisfactory to the Lodge. The N. G. shall forward the amount due him, should he request it, at his (the applicant's) risk.

ARTICLE V.

RELIEF COMMITTEE.

SEC. 1. The Noble Grand, Vice Grand and Assistant Secretary shall constitute the Relief Committee. The Relief Committee receiving notice of the sickness or disability of a member of the Lodge shall visit him within forty-eight hours thereafter; and shall con-

tinue to do so at least once a week, or more frequently, as the case may require and the Lodge direct, until no further attention is required: *Provided*, That the disease be not contagious. The Secretary, upon receiving notice of the sickness or disability of any member, shall at once notify the Relief Committee.

SEC. 2. When it shall become absolutely necessary for a sick or disabled member to require a nurse, it shall be the duty of the Relief Committee, or the Lodge, to engage one at as reasonable a compensation as possible, to be paid out of the fund of the Lodge set apart for that purpose.

SEC. 3. Should the Relief Committee have any doubt as to the sickness or disability of any member under their charge, they may employ a physician to examine the member, and report the result thereof to the Lodge.

ARTICLE VI.

PENALTIES.

SEC. 1. If any member of the Relief Committee shall refuse or neglect his duty toward a sick brother, he shall be fined two dollars, unless he offer a reasonable excuse.

ARTICLE VII.

NOMINATIONS AND ELECTIONS.

SEC. 1. Nominations shall be made one meeting previous to the night of the election. Should all the candidates for any office decline the nomination, nominations for such office may be made on the night of the election.

SEC. 2. The Noble Grand shall appoint two tellers to assist him in conducting the election.

SEC. 3. Should there be no choice on the first ballot for any officer, trustee or representative, the lowest candidate shall be dropped on each succeeding ballot until a choice be made.

SEC. 4. The Secretary and Treasurer shall be elected at the election in March.

SEC. 5. One Trustee shall be elected at each semi-annual election, to serve eighteen months.

ARTICLE VIII.

TRUSTEES AND INVESTMENTS.

SEC. 1. There shall be a Board of Trustees consisting of three members, who shall have charge of the property of the Lodge, and it shall be their duty to invest all moneys

placed in their hands for that purpose; and they shall, when so directed by the Lodge call in all investments. They shall collect the interest on all investments when due. Whenever any investment shall be called in or any interest collected, or any money other than for investment, be received by them they shall immediately pay the amount to the Secretary, who shall immediately pay the same to the Treasurer, taking his receipt therefor. They shall perform such other duties appertaining to their position as the Lodge may require: *Provided*, That none of the funds of the Lodge shall be invested unless by vote thereof, nor shall the funds in the Treasurer's hands be reduced by investment to less than \$200.00.

ARTICLE IX.

EXPENDITURE OF FUNDS.

SEC. 1. The funds of the Lodge shall only be expended for its actual and necessary expenses and support, for the payment of benefits to sick or disabled members or for the relief of the distressed members of the Order or their families, and for the payment of funeral benefits.

SEC. 2. In granting a donation for the relief of a distressed member, or for the family

a deceased member, the sum shall not exceed \$5.00, unless in case of extreme necessity, and then only by a two-thirds vote of the members present. In granting donations to brothers of other Lodges, or to the family of a deceased member of such Lodge, the sum shall not exceed \$2.00 upon any one application.

EC. 3. No donation shall be granted to a member who is not beneficial except to one who is in needy circumstances, nor then unless by a two-thirds vote of the members present.

ARTICLE X.

DUTIES OF OFFICERS.

EC. 1. The Noble Grand shall appoint all committees not otherwise provided for. He may call special meetings of the Lodge whenever he may deem it necessary.

EC. 3. The Secretary, in addition to the requirements of the Constitution, shall attend the meetings of the Auditing Committee when auditing the accounts, and give such information as the committee may desire; he shall furnish the chairman of any special committee with a copy of the resolution under which they are to act within twenty-four hours after the appointment of the committee; he shall furnish the Treasurer and Trus-

tees with the order on the Treasurer for the amount to be invested, and with attested copies of all resolutions for investing the funds of the Lodge, or for the transferring, selling or altering any investment, immediately after the adoption of any such resolution. He shall notify each member who is three months in arrears on the first meeting night in each quarter immediately thereafter. At the first meeting night in each quarter he shall read to the Lodge, and present to the Noble Grand, a list of the names of all members who are over one year in arrears for weekly dues, and he shall notify all such members that unless their arrearages, or a portion thereof, sufficient to reduce the indebtedness under the amount of one year's dues, be paid by the second meeting thereafter, they will be dropped from membership for non-payment of dues.

SEC. 3. The Assistant Secretary, in addition to the requirements of the Constitution shall keep in a book provided for that purpose the name, age and residence, when and how admitted, and the date of the death, expulsion, suspension or withdrawal of each member.

SEC. 4. The Treasurer shall attend the meetings of the Auditing Committee when auditing the accounts and give such informa-

ion to the committee as it may desire. He shall give the Lodge full information in relation to its financial affairs whenever it shall require him to do so. He shall, before his installation, give a continuing-bond, with security, in the sum of \$1,000.00.

ARTICLE XI.

ABSENCE..

If any officer absent himself for more than six successive stated meetings, his office may be declared vacant by a vote of the Lodge after he has been duly notified and failed to give a satisfactory excuse for his absence.

ARTICLE XII.

SALARY.

The Secretary shall receive a salary of \$120.00 per annum.

ARTICLE XIII.

COMMITTEE ON CHARGES.

The committee provided for in Article VIII, Section 2 of the Constitution, shall be appointed as follows:—The Noble Grand shall appoint two members, the Vice Grand shall appoint two, and the member against

whom the charge is preferred may appoint one, but should he fail or decline to do so, the odd member shall be appointed by the Noble Grand.

ARTICLE XIV.

DUTY OF COMMITTEES.

SEC. 1. The chairman of any committee shall call it together, and notify the other members of the time and place of meeting.

SEC. 2. Every committee shall make its final report in writing, if required so to do; but if unable to report finally at any time when a report be called for, a clear and explicit report of the proceedings shall be given.

ARTICLE XV.

OFFENCES.

SEC. 1. No member shall be suspended for a longer time than one year, unless by a two-thirds vote of the members present.

ARTICLE XVI.

CARDS.

Any member receiving a Visiting or Withdrawal Card shall pay 25 cents for the same.

ARTICLE XVII.

RESIDENCE.

Every member shall give his place of residence to the Assistant Secretary, and in case of removal shall inform him thereof, and in any case where notice is required to be given by the Lodge to a member, a notice addressed and sent to the residence as last given by him shall be sufficient and legal.

ARTICLE XVIII.

FINANCE COMMITTEE.

SEC. 1. It shall be the duty of the N. G., on the night of the semi-annual election, to appoint a committee of three to audit and examine the books and accounts of the Secretary and Treasurer, report thereon to the Lodge at the next stated meeting, stating the receipts and expenditures of the Lodge, the debts due to and owing by it, so as to exhibit an exact statement of its financial affairs.

SEC. 2. They shall notify the Secretary and Treasurer of the time and place of their meeting, whose duty it shall be to attend the same, with their books and accounts properly posted.

SEC. 3. The Finance Committee shall also

notify the Trustees of the time and place of their meeting, whose duty it shall be to exhibit to the committee the funds of the Lodge in their hands, or by them invested, together with a statement of the notes, bonds, or other evidences of debt in hand, and of the amount of interest derived from investments.

SEC. 4. It shall be the duty of the Finance Committee to see that no money has been drawn from the Treasury, except by order of the N. G., attested by the Secretary, in pursuance of a resolution regularly adopted and entered on the minutes of the Lodge, authorizing the same.

ARTICLE XIX.

FUNERALS.

Upon the death of a member of this Lodge the N. G. shall direct the Secretary to call a special meeting, to be held in the Lodge room, for the purpose of making arrangements to attend the funeral.

ARTICLE XX.

AMENDMENTS.

Amendments to these By-Laws must be submitted to the Lodge in writing two stated meetings previous to action being had there-

, and when considered, may be amended, provided such amendment does not materially change the substance of the original proposition. A two-thirds vote is necessary to adopt amendment to these By-Laws.

This certifies that the forgoing By-Laws of Morrisburg Lodge, No. 68, were examined by the Committee on By-Law of the Grand Lodge, and approved this 30th day of December, 1882.

SAMUEL F. GWINNER,
R. A. WEST,
PAUL KETTERLINNS,
Committee on By-Laws.

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